

FOR:

STATE OF ALABAMA

DEPTARTMENT OF FINANCE DIVISION OF PURCHASING

INVITATION TO BID

VEHICLE PAINTING (DPS)

REQ. AGENCY : 017000

PUBLIC SAFETY

AGENCY REQ. NO.

T-NUMBER DATE ISSUED : TA929 : 11/12/09

VENDOR NO. :
VENDOR PHONE NO. :
SNAP REQ. NO. : 1426045
BUYER NAME : SUSAN JANA

BUYER PHONE NO. : (334) 242-7173-PURCHASING PHONE NO: (334) 242-7250

BID MUST BE RECEIVED BEFORE: DATE: 12/09/09 TIME: 5:00 PM

		BIDS WILL BE PUBLICLY OF DATE: 12/10/09 TIME:	
TO BE	COMPLETED BY VENDOR		
INFORMATION IN THIS SECTION MUST BE IN INK OR TYPED WITH	SHOULD BE PROVIDED, AS ORIGINAL SIGNATURE AN	S APPROPRIATE. BID RES	PONSE
1. DELIVERY: CAN BE MADE	DAYS OR	WEEKS AFTER RECEIPT	OF ORDER
2. TERMS:(DI	SCOUNTS ARE TAKEN WITH	OUT REGARD TO DATE OF	PAYMENT.)
3. PRICE VALID FOR ACCEPTANCE	WITHIN D	DAYS.	
4. VENDOR QUOTATION REFERENCE (THIS NUMBER WILL APPEAR O	NUMBER, IF ANY: N THE PURCHASE ORDER.)		
5. E-MAIL ADDRESS:			
INTERNET WEBSITE:			
6. GENERAL CONTRACTOR'S LICEN	SE NO:		
TYPE OF G.C. LICENSE:			
BIDDERS MUST COMPLY WITH A ITEM 7 - COPY REQUIREMENT. RETURN INVITATION TO BID:			INCLUDE
US MAIL		COURIER	
STATE OF ALABAMA DEPARTMENT OF FINA DIVISION OF PURCHA P O BOX 302620 MONTGOMERY, AL 361 I HAVE READ THE ENTIRE BID AN I HERBY AFFIRM I HAVE NOT BEE RESTRAINT OF FREEDOM OF COMPE REFRAIN FROM BIDDING.	SING 30-2620 TURE AND NOTARIZATION D AGREE TO FURNISH EAC N IN ANY AGREEMENT OR	TH ITEM OFFERED AT THE COLLUSION AMONG BIDDER	TE 192 PRICE QUOTED. S IN
SWORN TO AND	FEIN OR SSN	AUTHORIZED SI	GNATURE (INK)
SUBSCRIBED BEFORE ME THIS	COMPANY NAME	TYPE/PRINT AU	THORIZED NAME
DAY OF	MAIL ADDRESS	TITLE	
NOTARY PUBLIC	CITY, STATE, ZIP	TOLL FREE NUM	BER
TERM EXP:	DUONE THAT HE THE AREA		

PHONE INCLUDING AREA CODE FAX NUMBER

STANDARD TERMS & CONDITIONS

VENDOR NAME :

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AUTHORITY:

THE DEPARTMENT OF FINANCE CODE OF ADMINISTRATIVE PROCEDURE, CHAPTER 355-4-1 EFFECTIVE DECEMBER 20, 2001 IS INCORPORATED BY REFERENCE AND MADE A PART OF T HIS DOCUMENT. TO RECEIVE A COPY CALL (334)242-7250, OR OUR WEBSITE WWW.PURCHASING.ALABAMA.GOV.

INFORMATION AND ASSISTANCE TO MINORITY BUSINESSES IN THE TECHNICAL COMPLETION OF REQUIRED FORMS MAY BE OBTAINED FROM THE OFFICE OF MINORITY BUSINESS ENTERPRISE, 1-800-447-4191.

BID (ITB) RESPONSE INSTRUCTIONS REV: 09/18/09

- TO SUBMIT A RESPONSIVE BID, READ THESE INSTRUCTIONS, ALL TERMS, CONDITIONS AND SPECIFICATIONS.
- BID ENVELOPES/PACKAGES/BOXES MUST BE IDENTIFIED ON FRONT, PREFERABLY LOWER LEFT CORNER AND BE VISIBLE WITH THE BID NUMBER AND OPENING DATE. EACH INDIVIDUAL BID (IDENTIFIED BY A UNIQUE BID NUMBER) MUST BE SUBMITTED IN A SEPARATE ENVELOPE. RESPONSES TO MULTIPLE BID NUMBERS SUBMITTED IN THE SAME ENVELOPE/COURIER PACKAGE, THAT ARE NOT IN SEPARATE ENVELOPES PROPERLY IDENTIFIED, WILL BE REJECTED. THE DIVISION OF PURCHASING DOES NOT ASSUME RESPONSIBILITY FOR LATE BIDS FOR ANY REASON INCLUDING THOSE DUE TO POSTAL, OR COURIER SERVICE. BID RESPONSES MUST BE IN THE DIVISION OF PURCHASING OFFICE PRIOR TO THE "RECEIVE DATE AND TIME" INDICATED ON THE BID.
- BID RESPONSES (PAGE 1, PRICE SHEET AND ADDENDUMS (WHEN SIGNATURE IS REQUIRED)) MUST BE IN INK OR TYPED ON THIS DOCUMENT. OR EXACT FORMAT WITH SIGNATURES BEING HANDWRITTEN ORIGINALS IN INK (PERSON SIGNING BID, NOTARY, AND NOTARY EXPIRATION), OR THE BID WILL BE REJECTED. UNLESS INDICATED IN THE BID, ALL PRICE PAGES MUST BE COMPLETED AND RETURNED. IF AN ITEM IS NOT BEING BID, IDENTIFY IT AS NB (NO-BID). PAGES SHOULD BE SECURED. THE DIVISION OF PURCHASING DOES NOT ASSUME RESPONSIBILITY FOR MISSING PAGES. FAXED BID RESPONSES WILL NOT BE ACCEPTED.
- THE UNIT PRICE ALWAYS GOVERNS REGARDLESS OF THE EXTENDED AMOUNT. A UNIT PRICE CHANGE ON A LINE MUST BE INITIALED BY THE PERSON SIGNING THE BID, OR THAT LINE WILL BE REJECTED. THIS INCLUDES A CROSS-OUT, STRIKE-OVER, INK-OVER, WHITE-OUT, ERASURE, OR ANY OTHER METHOD CHANGING THE PRICE.
- A "NO BID" MUST BE RETURNED TO REMAIN ON A CLASS/SUBCLASS. RETURN PAGE 1 OR NOTIFICATION PAGE MARKED "NO-BID". IDENTIFY IT ON THE ENVELOPE AS A "NO-BID". FAILING TO RESPOND TO 3 ITB'S WITHIN THE SAME CLASS/SUBCLASS WILL AUTOMATICALLY PURGE THE VENDOR FROM THAT CLASS/SUBCLASS. RESPONDING WITH 6 "NO-BIDS" WITHIN THE SAME CLASS/SUBCLASS WILL AUTOMATICALLY PURGE THE VENDOR FROM THAT CLASS/ SUBCLASS. A "NO-BID" RECEIVED LATE IS CONSIDERED A NO RESPONSE.
- THE DIVISION OF PURCHASING IS NOT RESPONSIBLE FOR MISINTERPRETATION OF DATA FAXED FROM THIS OFFICE.
- THE DIVISION OF PURCHASING REQUIRES AN ORIGINAL AND A MINIMUM OF ONE COMPLETE EXACT COPY (TO INCLUDE SIGNATURE AND NOTARY) OF THE INVITATION-TO-BID RESPONSE. THE ORIGINAL AND THE COPY SHOULD BE SUBMITTED TOGETHER AS A BID PACKAGE. FAILURE TO MARK RESPONSES AS "ORIGINAL" AND/OR "COPY" COULD RESULT IN THE ENTIRE BID RESPONSE BEING REJECTED.
- AN IMPROPERLY SUBMITTED BID, LATE BID, OR BID THAT IS CANCELLED ON OR BEFORE THE OPENING DATE WILL BE HELD FOR 90 DAYS AND THEN DESTROYED. THE BID MUST BE RETRIEVED DURING REGULAR WORK HOURS, MONDAY FRIDAY, EXCEPT STATE HOLIDAYS. AFTER THE BID IS DESTROYED, THE DIVISION OF PURCHASING ASSUMES NO RESPONSIBILITY FOR THE DOCUMENT.

DISQUALIFIED/CANCELLED BID

BIDS THAT ARE IMPROPERLY SUBMITTED OR RECEIVED LATE WILL BE A RESPONSE FOR RECORD, BUT WILL NOT BE RETURNED OR A NOTIFICATION MAILED.

THE FOLLOWING IS A PARTIAL LIST WHEREBY A BID RESPONSE WILL BE DISOUALIFIED:

BID NUMBER NOT ON FACE OF ENVELOPE/COURIER PACKAGE/BOX RESPONSES TO MULTIPLE BID NUMBERS IN SAME ENVELOPE NOT PROPERLY IDENTIFIED

BID RECEIVED LATE

BID NOT SIGNED/NOT ORIGINAL SIGNATURE

BID NOT NOTARIZED/NOT ORIGINAL SIGNATURE OF NOTARY AND/OR NO NOTARY EXPIRATION

NOTARIZED OWN SIGNATURE

REQUIRED INFORMATION NOT SUBMITTED WITH BID FAILURE TO SUBMIT THE ORIGINAL BID AND A COMPLETE EXACT COPY

CERTIFICATION PURSUANT TO ACT NO. 2006-557

ALABAMA LAW (SECTION 41-4-116, CODE OF ALABAMA 1975) PROVIDES THAT EVERY BID SUBMITTED AND CONTRACT ALABAMA LAW (SECTION 41-4-116, CODE OF ALABAMA 1975) PROVIDES THAT EVERY BID SUBMITTED AND CONTRACT EXECUTED SHALL CONTAIN A CERTIFICATION THAT THE VENDOR, CONTRACTOR, AND ALL OF ITS AFFILIATES THAT MAKE SALES FOR DELIVERY INTO ALABAMA OR LEASES FOR USE IN ALABAMA ARE REGISTERED, COLLECTING, AND REMITTING ALABAMA STATE AND LOCAL SALES, USE, AND/OR LEASE TAX ON ALL TAXABLE SALES AND LEASES INTO ALABAMA. BY SUBMITTING THIS BID, THE BIDDER IS HEARBY CERTIFYING THAT THEY ARE IN FULL COMPLIANCE WITH ACT NO. 2006-557, THEY ARE NOT BARRED FROM BIDDING OR ENTERING INTO A CONTRACT PURSUANT TO 41-4-116, AND ACKNOWLEDGES THAT THE AWARDING AUTHORITY MAY DECLARE THE CONTRACT VOID IF THE CERTIFICATION IS FALSE.

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INTENT TO AWARD

EFFECTIVE MAY 1, 2008, THE STATE OF ALABAMA - DIVISION OF PURCHASING WILL ISSUE AN 'INTENT TO AWARD' BEFORE A FINAL AWARD IS MADE. THE 'INTENT TO AWARD' WILL CONTINUE FOR A PERIOD OF FIVE (5) CALENDAR DAYS, AFTER WHICH A PURCHASE ORDER WILL BE PRODUCED. UPON FINAL AWARD, ALL RIGHTS TO PROTEST ARE FORFEITED. A DETAILED EXPLANATION OF THIS PROCESS MAY BE REVIEWED IN THE ALABAMA ADMINISTRATIVE CODE - CHAPTER 355-4-1(14).

ALTERNATE BID RESPONSE
UNLESS STATED ELSEWHERE IN THIS INVITATION-TO-BID (ITB) THE STATE OF
ALABAMA WILL ACCEPT AND EVALUATE ALTERNATE BID SUBMITTALS ON ANY
ITB'S. ALTERNATE BID RESPONSES WILL BE EVALUATED ACCORDING TO THE
REQUIREMENTS AS ALL OTHER RESPONSES TO THIS ITB.

INTERNET WEBSITE LINK'S

INTERNET AND/OR WEBSITE LINKS WILL NOT BE ACCEPTED IN BID RESPONSES AS A MEANS TO SUPPLY ANY REQUIREMENTS STATED IN THIS ITB (INVITATION-TO-BID).

PRODUCT DELIVERY, RECEIVING AND ACCEPTANCE IN ACCORDANCE WITH THE UNIVERSAL COMMERCE CODE (CODE OF ALABAMA, TITLE 7), AFTER DELIVERY, THE STATE OF ALABAMA HAS THE RIGHT TO INSPECT ALL PRODUCTS BEFORE ACCEPTING. THE STATE WILL INSPECT PRODUCTS IN A REASONABLE TIMEFRAME. SIGNATURE ON A DELIVERY DOCUMENT DOES NOT CONSTITUTE ACEPTANCE BY THE STATE. THE STATE WILL ACCEPT PRODUCTS ONLY AFTER SATISFACTORY INSPECTION.

SALES TAX EXEMPTION

PURSUANT TO THE CODE OF ALABAMA, 1975, TITLE 40-23-4 (A) (11), THE STATE OF ALABAMA IS EXEMPT FROM PAYING SALES TAX. AN EXEMPTION LETTER WILL BE FURNISHED UPON REQUEST.

INVOICES

INQUIRIES CONCERNING PAYMENT AFTER INVOICES HAVE BEEN SUBMITTED ARE TO BE DIRECTED TO THE RECEIVING AGENCY, NOT THE DIVISION OF PURCHASING

BID RESPONSES AND BID RESULTS

UNEVALUATED BID RESPONSES (NOT BID RESULTS) ARE AVAILABLE ON OUR WEB SITE AT WWW.PURCHASING.ALABAMA.GOV. BID RESULTS WILL BE MADE AVAILABLE FOR REVIEW IN THE DIVISION OF PURCHASING OFFICE, BUT ONLY AFTER THE BID HAS BEEN AWARDED. WE DO NOT FAX OR MAIL COPIES OF BID RESULTS. IF A VENDOR WISHES TO REVIEW BID RESULTS IN OUR OFFICE, THEY SHOULD FAX THEIR REQUEST TO REVIEW THE BID TWO DAYS IN ADVANCE TO THE "BID REVIEW CLERK" AT (334) 242-4419. BE SURE TO REFERENCE THE BID NUMBER.

FOREIGN CORPORATION - CERTIFICATE OF AUTHORITY

ALABAMA LAW PROVIDES THAT A FOREIGN CORPORATION (AN OUT-OF-STATE COMPANY/FIRM) MAY NOT TRANSACT BUSINESS IN THE STATE OF ALABAMA UNTIL TI OBTAINS A CERTIFICATE OF AUTHORITY FROM THE SECRETARY OF STATE. SECTION 10-2B-15.01, CODE OF ALABAMA 1975. TO OBTAIN FORMS FOR A CERTIFICATE OF AUTHORITY, CONTACT THE SECRETARY OF STATE, CORPORATIONS DIVISION, (334) 242-5324. THE CERTIFICATE OF AUTHORITY DOES NOT KEEP THE VENDOR FROM SUBMITTING A BID.

BID IDENTIFICATION

REFERENCE PAGE 2, ITEM 2. DUE TO THE POSTAL SERVICE PUTTING BAR CODE LABELS ON ENVELOPES, IT CONCEALS THE BID NUMBER AND DATE IF THE VENDOR HAS WRITTEN THEM OTHER THAN THE LOWER LEFT CORNER, THEREFORE THE BID WOULD BE REJECTED FOR NOT BEING PROPERLY IDENTIFIED.

SPECIAL TERMS & CONDITIONS

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PURPOSE:

THE PURPOSE OF THIS BID IS TO ESTABLISH AN AGENCY CONTRACT FOR THE DEPARTMENT OF PUBLIC SAFETY (DPS) FOR VEHICLE PAINTING. THIS AGENCY WILL BE THE SOLE USER OF THIS CONTRACT.

AWARD WILL BE MADE "ALL OR NONE" TO THE LOWEST RESPONSIBLE BIDDER MEETING ALL SPECIFICATIONS.

VEHICLE PICK UP AND DELIVERY:

VEHICLES WILL BE PICKED UP AND DELIVERED BY DPS PERSONNEL.

INSURANCE:

AWARDED VENDOR MUST HAVE LIABILITY INSURANCE (GARAGE KEEPERS OR EQUAL) AWARDED VENDOR MUST HAVE LIABILITY INSURANCE (GARAGE REEPERS OR EQUAL) IN THE AMOUNT OF \$120,000.00. AWARDED VENDOR MUST ALSO HAVE COMMERCIAL LIABILITY INSURANCE IN THE AMOUNT OF \$1,000,000.00. ALL INSURANCE MUST BE MAINTAINED FOR THE DURATION OF THE CONTRACT. PROOF OF ALL INSURANCE MUST BE PROVIDED TO DPS UPON REQUEST.

CONTRACT PERIOD:

ESTABLISH A 12 MONTH CONTRACT WITH AN OPTION TO EXTEND FOR A SECOND, THIRD, FOURTH, AND FIFTH 12 MONTH PERIOD WITH THE SAME PRICING, TERMS AND CONDITIONS. THE SECOND, THIRD, FOURTH, OR FIFTH 12 MONTH PERIOD, IF AGREED BY BOTH PARTIES, WOULD BEGIN THE DAY AFTER THE FIRST, SECOND, THIRD, OR FOURTH 12 MONTH PERIOD EXPIRES. ANY SUCCESSIVE EXTENSION MUST HAVE WRITTEN APPROVAL OF BOTH THE STATE AND VENDOR NO LATER THAN 30 DAYS PRIOR TO EXPIRATION OF THE PREVIOUS 12 MONTH PERIOD.

ORDERING PROCESS:

PURCHASES WILL BE MADE BY CONTRACT RELEASE ORDERS.

REQUIRED INFORMATION:

VENDORS MUST COMPLETE THE FOLLOWING REQUIRED INFORMATION. FAILURE TO COMPLETE THIS INFORMATION WILL RESULT IN BID REJECTION.

THE SPRAYBOOTH MUST BE AN EAGLE SEMI-DOWN DRAFT W/ HEATED AIR MAKE-UP UNIT OR EQUAL. SPRAYBOOTH MFR: MODEL:
PAINT USED MUST BE SHERWIN-WILLIAMS AUTOMOTIVE ENAMEL W/HARDNER AND DRIER AND SW-REDUCERS AND REQUIRED CLEAR COATS OR EQUAL. PAINT MFR: BRAND:
ALL DPS VEHICLES MUST BE KEPT IN A LOCKED BUILDING WITH A MONITORED ALARM SYSTEM OR BETTER SECURITY. PROVIDE BELOW A DESCRIPTION OF SECURITY AT SHOP.

QUALITY OF MATERIALS AND LABOR:

WATERIALS USED THAT ARE NOT OTHERWISE SPECIFIED SHALL BE THE KIND AND QUALITY CONSISTENT WITH THE TRADE PRACTICE FOR SUCH WORK AND SHALL COMPLY WITH ALL LOCAL CODES. ALL LABOR SHALL BE WELL EXPERIENCED IN THIS TYPE WORK AND IT SHALL BE COMPLETED IN A PROFESSIONAL MANNER.

UNIT OF MEASURE:

THE UNIT OF MEASURE FOR THIS ITB IS "JB", WHICH EQUALS "JOB". BIDDERS

SPECIAL TERMS & CONDITIONS

INVITATION TO BID

SPECIAL TERMS & CONDITIONS

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MUST SUBMIT A BID PRICE PER "JB" OR THE BID WILL BE REJECTED.

REQUESTED INFORMATION:

ANY ADDITIONAL INFORMATION REQUESTED FROM A VENDOR MUST BE FURNISHED WITHIN FIVE (5) BUSINESS DAYS FROM RECEIPT OF REQUEST.

PRICING:

THE BID PRICE MUST INCLUDE LABOR, SUPPLIES, AND ANY OTHER CHARGES NECESSARY TO COMPLETE THE JOB. ADDITIONAL CHARGES OF ANY KIND ARE NOT ACCEPTABLE AND WILL NOT BE PAID.

OUANTITY:

THE QUANTITY OF VEHICLES TO BE PAINTED UNDER THIS CONTRACT IS UNKNOWN. THE STATE DOES NOT GUARANTEE THAT ANY CERTAIN QUANTITY WILL BE DONE.

VENDOR REFERENCES:

VENDOR REFERENCES:
VENDORS MAY BE REQUIRED TO PROVIDE A MINIMUM OF 3 REFERENCES. IF
REQUESTED, REFERENCES (INCLUDING COMPANY NAME, ADDRESS, PHONE NUMBER,
AND CONTACT PERSON) MUST BE SUPPLIED WITHIN 5 BUSINESS DAYS. FAILURE
TO PROVIDE REFERENCES, IF REQUESTED, WITHIN THE TIME SPECIFIED OR TO
PROVIDE REFERENCES WHICH CONFIRM SATISFACTORY SERVICE WILL RESULT IN FAILURE BID REJECTION.

SHOP RADIUS:

BECAUSE DPS PERSONNEL WILL BE PICKING UP AND DELIVERING VEHICLES, THE AWARDED VENDOR'S SHOP MUST BE WITHIN A 30 MILE RADIUS OF DPS TROOPER SHOP LOCATED ON COLISEUM BLVD MONTGOMERY, ALABAMA.

THE STATE RESERVES THE RIGHT TO MAKE SHOP INSPECTIONS BEFORE OR DURING THE CONTRACT PERIOD, IN ORDER TO ASSURE THAT VENDOR IS MEETING ALL BID TERMS AND CONDITIONS.

VENDOR NAME :

VENDOR NAME : ATTACHMENTS

VENDOR NUMBER:

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IT IS THE VENDOR'S RESPONSIBILITY TO READ THIS ENTIRE DOCUMENT FROM BEGINNING TO END AND TO COMPLY WITH ALL INSTRUCTIONS AND TERMS AND CONDITIONS OF THE ITB.

REMINDER: BIDDERS MUST SUBMIT AN ORIGINAL AND A MINIMUM OF ONE EXACT, COMPLETE COPY (INCLUDING SIGNATURE AND NOTARY) OF THE BID, AS SHOWN ON PAGE 2 OF THE ITB, OR THE BID WILL BE REJECTED.

FOR SPECIFICATION QUESTIONS, CONTACT THE AGENCY: ALICE FREE @ (334) 242-4290 OR ALICE.FREE@DPS.ALABAMA.GOV

FOR PROCEDURAL QUESTIONS, CONTACT THE BUYER: SUSAN JANA @ (334) 242-7173 OR SUSAN.JANA@PURCHASING.ALABAMA.GOV

REMINDER: CHANGES TO SPECIFICATIONS MAY ONLY BE DONE VIA A WRITTEN ADDENDUM. VERBAL SPECIFICATION CHANGES ARE NOT ALLOWED.

PRICE SHEET VENDOR NAME :

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LINE EXTENDED NO. COMMODITY/SERVICE DESCRIPTION QUANTITY UNIT UNIT PRICE AMOUNT

UNLESS SPECIFIED OTHERWISE BELOW:

SHIP TO: STATEWIDE R1

00001 COMMODITY CODE: 929-18-085283 VEHICLE PAINTING, AS FOLLOWS:

1 JB

- REMOVE DECAL GLUE SAND ENTIRE CAR FILL ALL ANTENNA HOLES 3.
- MASK
- PAINT EXTERIOR WITH WHITE ENAMEL

WORK TO BE PERFORMED ON VARIOUS MAKE/MODELS, SUCH AS CROWN VICTORIA, CAPRICE CLASSICS, JEEPS, BLAZERS, FULL-SIZE PICK UPS, AND OTHER SIMILAR VEHICLES.

BODY WORK IS EXCLUDED FROM THIS CONTRACT

PAGE	TOTAL	
BID	TOTAL	